AUTO-LOGIC

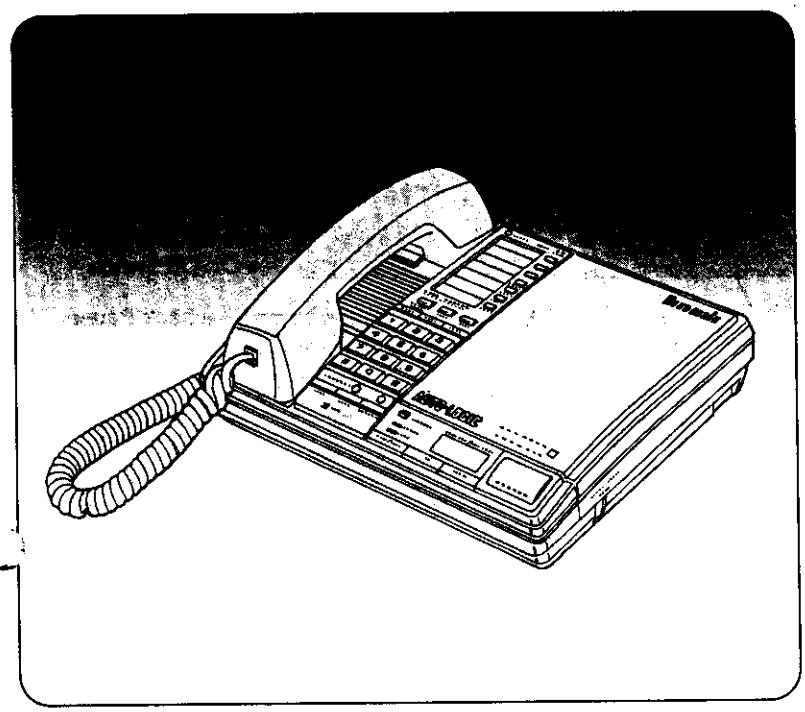
Operating Instructions

INTEGRATED TELEPHONE ANSWERING SYSTEM

MODEL NO. KX-T2445BA

EASA-PHONE

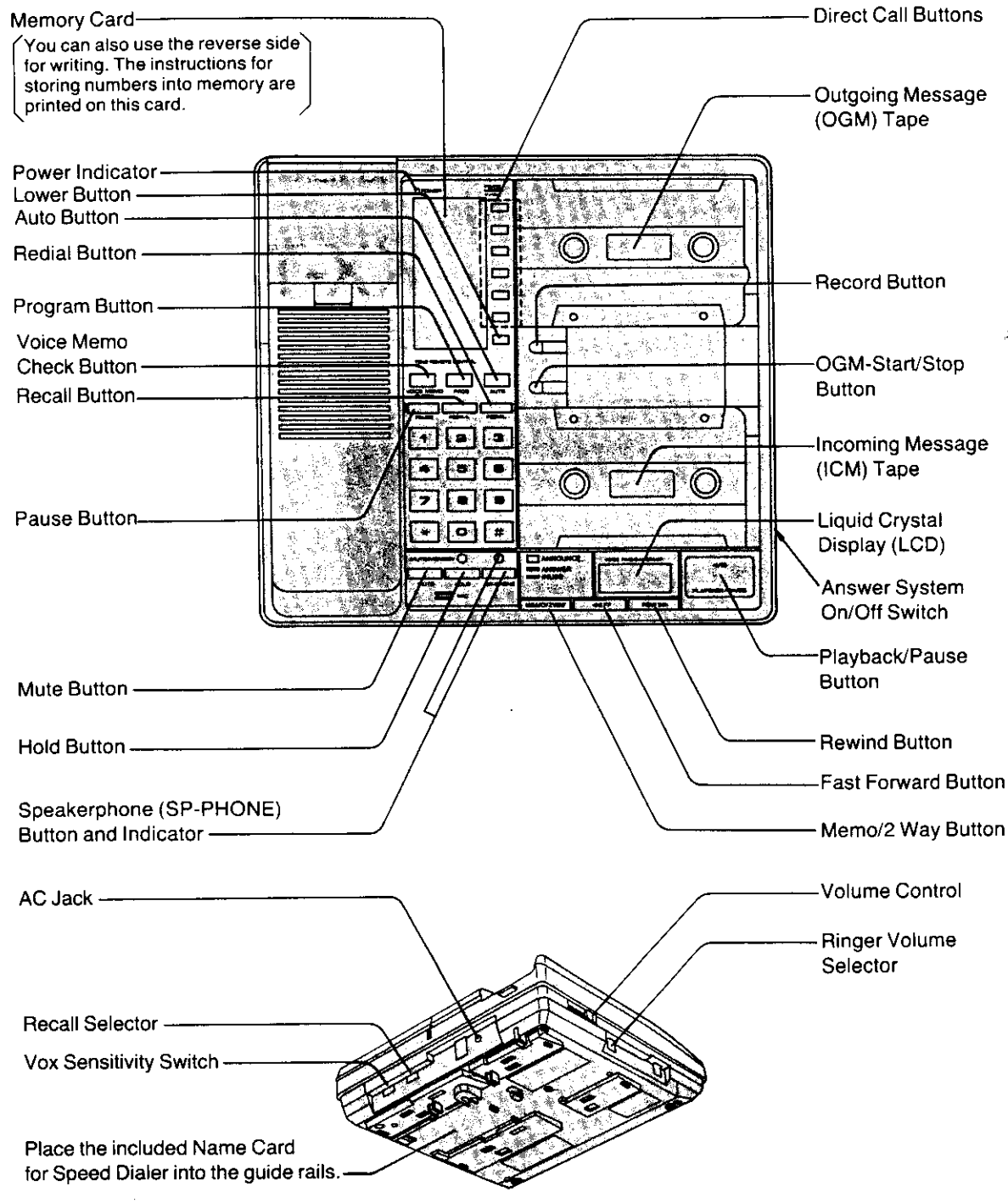
TONE REMOTE CONTROL



Panasonic

Please read before use.

Location of Controls



Thank you for purchasing the Panasonic Integrated Telephone System with Telephone Answering Machine.

Contents

Location of Controls 1
Connection 3
Preparation 4

Telephone
Manual Dialling and Receiving 5
Hold 6
Hands-free 6
Automatic Dialling 7
Other Features 10

Answering Machine
Initial Setting 12
OGM Recording
(Outgoing Message) 13
Prior to Leaving 14
Listening to Messages 14
Other Features 15
How to Operate from Remote Phone .. 16

How to Adjust Day and Time 22
Liquid Crystal Display 23
Announcements by the Unit 23
Troubleshooting Guide 24
Wall Mounting 25
Cassette Tapes 26
Maintenance ..... back cover
Others ..... back cover

Enclosures

Telephone Cord	one
Handset	one
Handset Cord	one
AC Adaptor (KX-A13BA)	one
Outgoing Message Tape	one
Incoming Message Tape	one
Name Card	one
Screws	two
Washers	two

QUICK REFERENCE CARD
FOR TONE REMOTE CONTROL

1 Back Space	2 Skip Forward	3 Reset
4 Memory Playback	5	6
7 OGM-REC	8 Continue	9 OGM Stop
* OGM Skip	0 Turn Off	#

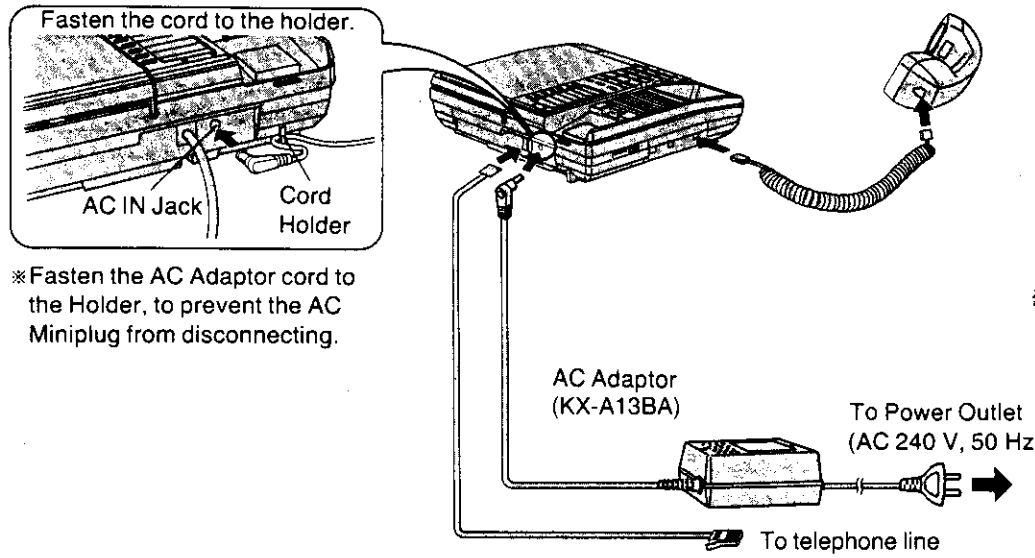
■ To set to the Answer mode remotely
1. Dial the phone number.
2. Wait until 20 rings and hang up.

■ To turn off the unit remotely
1. Dial the phone number.
2. Push Code No. 0 and then hang up.

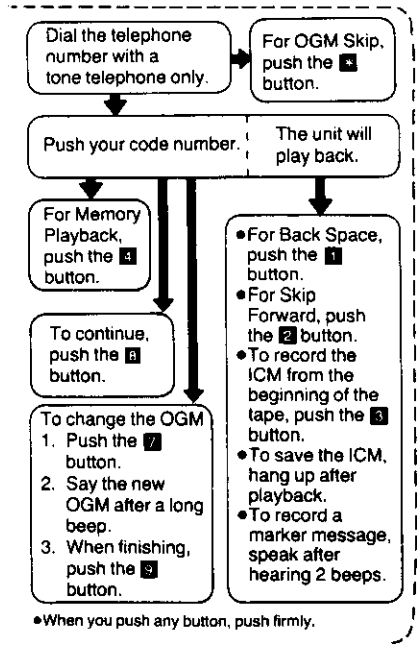
*When you push any button, push firmly.

Connection

- This unit is designed to be connected as shown.



※Fasten the AC Adaptor cord to the Holder, to prevent the AC Miniplug from disconnecting.


Dial the telephone number with a tone telephone only.
For OGM Skip, push the * button.
Push your code number.
The unit will play back.
For Memory Playback, push the 4 button.
To continue, push the # button.
To change the OGM
1. Push the 7 button.
2. Say the new OGM after a long beep.
3. When finishing, push the 9 button.
•For Back Space, push the 1 button.
•For Skip Forward, push the 2 button.
•To record the ICM from the beginning of the tape, push the 3 button.
•To save the ICM, hang up after playback.
•To record a marker message, speak after hearing 2 beeps.
•When you push any button, push firmly.

Be sure to use the AC adaptor.
If a power failure takes place, the unit can be used as a typical telephone.

- The AC adaptor supplies the unit with operation power.
- Do not use any AC adaptor other than the Panasonic Model KX-A13BA.
- While operating the unit the cabinet may feel warm, this is quite normal.

WARNING

USERS ARE ADVISED TO IMMEDIATELY DISCONNECT THE EQUIPMENT SHOULD IT EVER SUFFER PHYSICAL DAMAGE WHICH RESULTS IN THE INTERNAL PARTS BECOMING ACCESSIBLE IN NORMAL USE.

IN THIS INSTANCE USERS SHOULD HAVE THE EQUIPMENT REPAIRED OR DISPOSED OF.

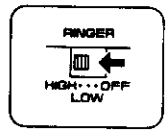
Preparation

❶ Insert OGM [OGM Tape] and ICM [ICM Tape] cassette tapes.

❷ **Ringer Volume Selector;**
- Set to "**HIGH**".

LOW: The ringing sound will be low.

OFF: The telephone will not ring.



❸ **Vox Sensitivity Switch;**

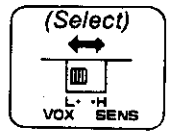
If either

A: The tape continues to run after a caller has replaced his handset:

or

B: there are long pauses between or after messages:

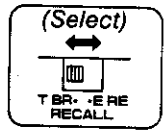
then set the switch to "**L**". (Note: Normally the switch is preset to the "**H**" position.)



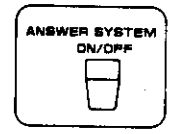
❹ **Recall Selector;**
- Set to "E RE" or "T BR". (depending on PBX type)

E RE...for PBX earth recall facility

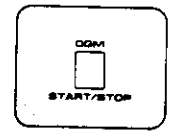
T BR...for PBX timed break register recall facility



❺ Push the Answer System On/Off Switch on. (Power Indicator will light.)

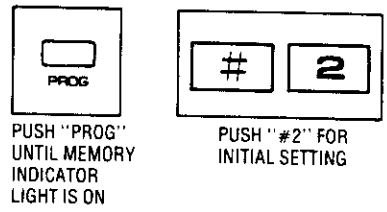


❻ Reset the OGM tape by pushing the OGM START/STOP button and then wait until the In Use indicator goes out.



❼ Adjust the day and time. (See page 22.)

❽ To program the unit for **2 Way Recording;**



PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON

PUSH "#2" FOR INITIAL SETTING

PUSH "1"

PUSH "MEMORY"

PUSH "PROG"

- This procedure will allow you to record both sides of a telephone conversation.
- Please note there is a warning signal every 15 seconds.

Manual Dialling and Receiving

Dialling

Using the handset

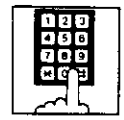
For manual dialling operation, you can use the handset as it is.

Hands-free

1

PUSH "SP-PHONE"

IDENTIFY DIALLING TONE



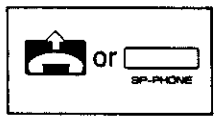
DIAL PHONE NUMBER

- The Speakerphone Indicator will light.

2

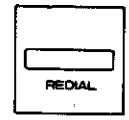
PUSH "SP-PHONE" WHEN THE CONVERSATION IS COMPLETED

Receiving



LIFT THE HANDSET OR PUSH "SP-PHONE" AND TALK

Redialling

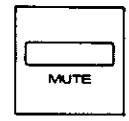


PUSH "REDIAL"

- If a line is busy, push the Redial button.
- Depressing the Redial button enables you to redial the last number called once.
- Up to 30 digits will be dialled when using the redial function.

Mute Operation

Push the Mute button when you do not want your voice or conversation to be heard by the other party.



PUSH "MUTE"

- The Mute Indicator will light.

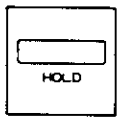
■ To resume the conversation, push the Mute button again.

■ When the unit is set in mute you can hear the other party but they cannot hear you.

Hold

To Place a Call on Hold

While having a conversation,



PUSH "HOLD"

- The Hold Indicator will blink.
- You may hang up the .
- If a power failure takes place, do not use the hold function.

To Release a Hold

1 ■ **In using the handset**

- If the handset is OFF-hook;

PUSH "HOLD" AGAIN

- When the handset is on the cradle;

lift the .

or

■ **In the hands-free mode**

PUSH "SP-PHONE"

2 Start talking.

Hands-free

Switching to Hands-free or Handset during Conversation

You may choose to use the handset or hands-free.

Hands-free ➡ Handset
Switch to

Lift the .

- The SP-PHONE Indicator will go out.

Handset ➡ Hands-free
Switch to

1

PUSH "SP-PHONE"

- The SP-PHONE Indicator will light.

2 Hang up .

■ If you hang up the handset before pushing the SP-PHONE button, the conversation will be terminated.

Helpful Hints for Hands-free

■ **When the other party finds it difficult to hear your voice:**
Lower the sound level using the Speaker Volume Control or speak louder.

■ **Absorbing echo:**
Use in a room which has curtains or carpeting.

■ **Note:**
If you and the caller speak at the same time, parts of your conversation will be lost. To avoid this, speak alternately.

Automatic Dialling

■ **Speed Dialling (20 memory stations):**
There are 20 memory stations (for Speed Dialling), each station is capable of storing 16 digits.
Each memory station can be accessed by dialling two digits on the dial pad.

■ **One-Touch Dialling (12 memory stations):**
There are 6 Direct Call buttons (for One-Touch Dialling), each Direct Call button consists of two functions, they are **upper** and **lower** memory locations. Each location (Upper+Lower) is capable of storing 16 digits.

Storing Phone Numbers

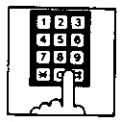
Be sure the handset is on the cradle and SP-PHONE button is off.

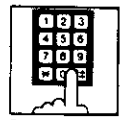
1

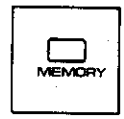
PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON

2 Storing phone number.

■ **Speed Dialling**
For each station No., dial 2 digits.


DIAL "STATION NO." (01,02,03...19,20)


DIAL PHONE NUMBER

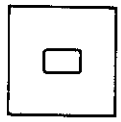


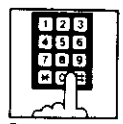
PUSH "MEMORY"

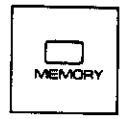
- Phone numbers can be stored into memory station [0][1] to [2][0] following the above procedure.
  You can program one or all of the stations once the unit is set to program.

■ **One-Touch Dialling**
Push the Direct Call button instead of dialling the station buttons.

*In using the Upper memory location;

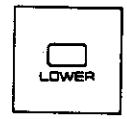

PUSH "DIRECT CALL"


DIAL PHONE NUMBER

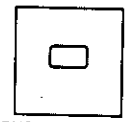


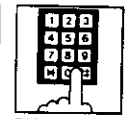
PUSH "MEMORY"

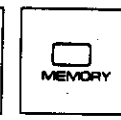
Another phone number can be stored in the lower memory section of the same station.



PUSH "LOWER"

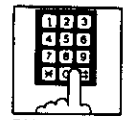

PUSH "DIRECT CALL"


DIAL PHONE NUMBER

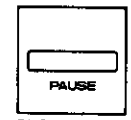


PUSH "MEMORY"

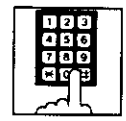
■ **Behind a PABX**
If your extension is placed behind a PABX system, enter the Line Access No. to gain access to an outside line.

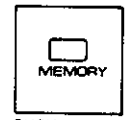

DIAL "STATION NO." (01,02,03...19,20)

DIAL LINE ACCESS NO.



PUSH "PAUSE"

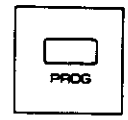

DIAL PHONE NUMBER



PUSH "MEMORY"

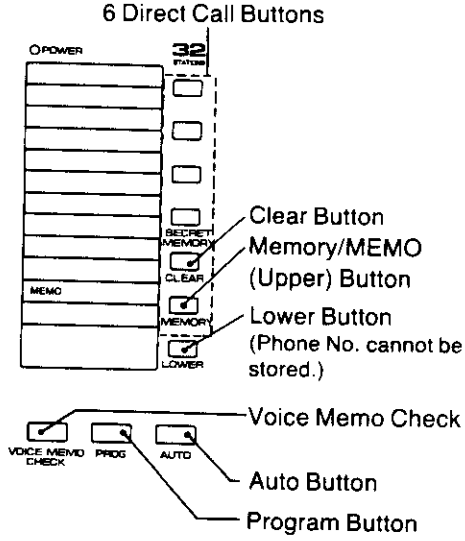
- You may use the Direct Call button instead of dialling the station numbers.

3 After storing all the numbers,



PUSH "PROG"

- The Memory Indicator will go out.

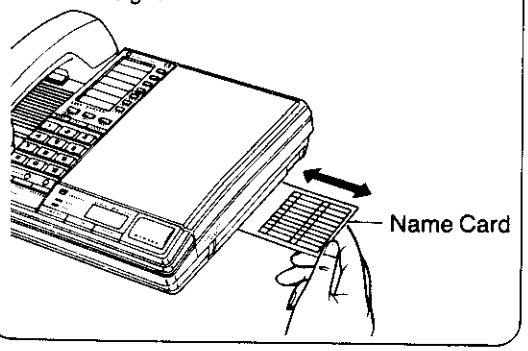


Notes:

- Secret memory, Clear and Memory buttons are also memory stations. Programming is exactly the same as the other buttons.
- Do not disconnect the AC adaptor and the telephone cord for over 30 minutes, or the stored phone number may be lost and reprogram will be required.

Name Card for Speed Dialer

For your convenience, fill in the Name Card and insert the guide rails on the bottom of the unit (see page 1).
When dialling, the 20 memory stations can be found at sight.



Correcting an Error while Storing

If you notice an error before pressing the Memory button.

1 Push CLEAR instead of the MEMORY until the Memory Indicator light comes on.

2 Repeat step 2 of "Storing Phone Numbers".

Confirming a Stored Number

1 Repeat storing the same number into the same station.

2 When the MEMORY is pushed, the Memory Indicator will flash and a beep will be heard.

- **twice:**
  The entry is the same as what was previously stored.
- **once:**
  The entry is different from the one that was previously stored. Repeat the procedure of storing.

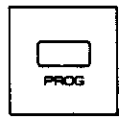
Automatic Dialling (cont.)

Erasing a Stored Number

Be sure the handset is on the cradle and the SP-PHONE button is off.
Example:

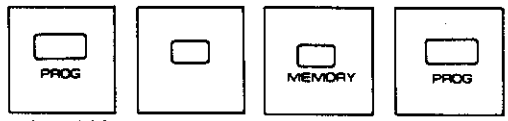
■ To erase the number in memory station [0][2]:

PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON — DIAL "02" — PUSH "MEMORY"



PUSH "PROG"

■ To erase the number in memory station (Direct Call button):



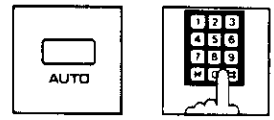
PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON — PUSH "DIRECT CALL" — PUSH "MEMORY" — PUSH "PROG"

Automatic Dialling

1 Lift the handset or Push SP-PHONE.

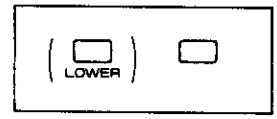
2 Push the buttons as follows:

■ Speed dialling



PUSH "AUTO" — DIAL "STATION NO." (01,02,03...19,20)

■ One-Touch dialling



PUSH "DIRECT CALL".

- Push lower button first for dialling the number stored in the lower memory station. If you push the Lower button by mistake when you want to use the Upper station, you must hang up and then dial again.

3 When you finish, hang up the handset or Push SP-PHONE.

Telephone

Other Features

Storing During a Conversation (Memo Dial)

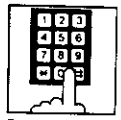
While having a conversation, another telephone number can be stored into the Memo button.
So you can dial the number by pushing the Memo button any time you like.

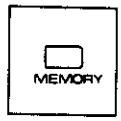
- This function is useful to store a telephone number, which is given to you by the other party.

■ Storing

While having a conversation,

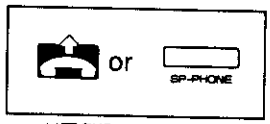
PUSH "PROG" UNTIL MEMORY INDICATOR FLASHES


DIAL PHONE NUMBER



PUSH "MEMORY"

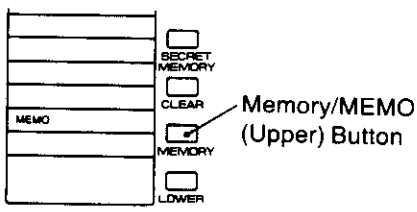
■ Dialling



LIFT THE HANDSET OR PUSH SP-PHONE

PUSH "MEMORY" AS MEMO BUTTON

■ If you store the new phone number into memory using the "Memo Dial" feature, the previously stored number will be erased.

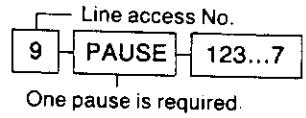


Pause Usage

The pause button function is needed for line access.

- If you press the Pause button, you can dial the phone number without waiting for the line access.
- A pause is needed in manual dialling for the purpose of redialling.

To wait for a dial tone (PABX)



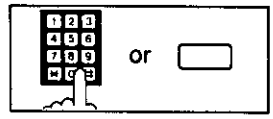
Combination Dialling

Any combination of dialling methods can be used.

- **Automatic and Manual Dialling**
- **Pulse and Tone Dialling**
- **Plural Memory Stations**

Voice Memo Check

PUSH "VOICE MEMO CHECK"



DIAL "STATION NO." OR "DIRECT CALL"

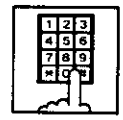
- The unit will announce the stored phone number.

■ If you do not wish to announce a stored number, push the **Secret Memory button** instead of pushing the Memory button when storing.

Example:
To store the secret phone number into memory [0][2].

PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON

DIAL "02"



DIAL PHONE NUMBER

PUSH "SECRET MEMORY"

PUSH "PROG"

■ The voice memo check will function while the unit is in Answer mode or during the Answer system power is off. This feature will not function in the other mode (such as In-use mode.)

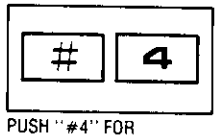
■ The unit will announce only phone number stored and will not announce "PAUSE", "RECALL", "#" and "*".

Initial Setting

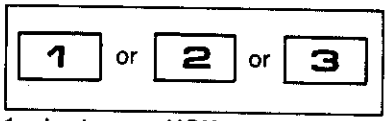
- Select the Caller's Recording time and the Number of rings.
- Caller's Recording time can be set to **"1 minute"**, **"VOX"** or **"Announce Only"**.
- Number of rings can be set to **"2 rings"**, **"3 rings"**, **"4 rings"** or **"LONG"**.
- Be sure the handset is on the cradle and SP-PHONE button is off.

Selecting the Caller's Recording Time

PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON



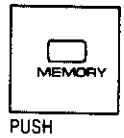
PUSH "#4" FOR INITIAL SETTING



1 minute PUSH "1", "2" OR "3"

VOX

Announce Only

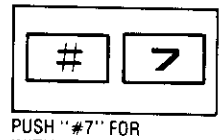


PUSH "MEMORY"

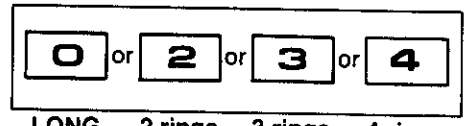
PUSH "PROG"

Selecting the Number of Rings

PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON



PUSH "#7" FOR INITIAL SETTING



LONG **2 rings** **3 rings** **4 rings**

PUSH "0", "2", "3" or "4"

PUSH "MEMORY"

PUSH "PROG"

■ **1 minute (Limited):**
The unit will record up to 1 minute.
- The display shows "L".

■ **VOX (Unlimited):**
The unit will record for as long as the caller speaks.
- The display shows "UL".

■ **Announce Only:**
The unit will play back the Outgoing message and will not record any Incoming messages.
- The display shows "AO".

Note:
It is important that your caller does not pause for more than 4 seconds while leaving their message.

2 rings: answers on the second ring
- The display shows "2".

3 rings: answers on the third ring
- The display shows "3".

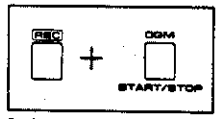
4 rings: answers on the fourth ring
- The display shows "4".

LONG: When the unit is used on an extension of PMBX which uses manual ringing, set to "LONG". The unit will answer on the first ring.
- The display shows "L".

OGM Recording (Outgoing Message)

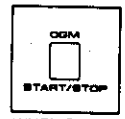
The purpose of the Outgoing message is to inform the calling party that you cannot answer the call, but want to record the caller's message.

Recording



PUSH UNTIL A BEEP SOUND IS HEARD

SPEAK INTO MIC



WHEN FINISHED, PUSH AGAIN

1 Push the "REC" button, while holding it, push the "OGM START/STOP" button until the beep sound is heard.

2 Speak clearly and loudly into the MIC.
- Speak for up to 30 seconds about 8 inches away from the MIC.
- While recording, do not pause for over 2 seconds.
- The LC-Display will show "0"→"1"→"2"→"3"→......"30".

3 When finished, push "OGM START/STOP" button.
- Wait until the In Use Indicator goes out.
- A series of short beeps will be heard to advance the tape followed by a long beep signalling that the unit is at the beginning of the tape.
- If you make a mistake, repeat from step 1.

Confirming

- Push "OGM START/STOP" button.
- Adjust the volume control to confirm.
- Wait until the In Use Indicator goes out.

Re-recording

If you want to record again, repeat from step 1.

Samples of Outgoing Messages

- **Set Recording Time to "1 Minute" or "Vox".**

Hello, this is (the Panasonic Company). We cannot answer your call at this time. If you leave your name and phone number, we will return your call as soon as possible. Speak clearly after you hear the beep.
(You have 1 minute to leave your message.)
If "End of tape" is announced, your message will not be recorded. Should this happen please call back tomorrow.
Thank you for calling.

Note:
When the ICM tape is nearly full, the unit will not record any more messages. This is indicated to the caller by the announcement. If you wish to inform the caller of this possibility, add the sentences (printed in bold-face above) to your OGM recording.

- **Set Recording Time to "Announce Only".**

Hello, this is (the Panasonic Company). We are not able to answer your call at this time. Please call us again tomorrow, after 9 AM. Thank you for calling.

The unit will automatically change to the Answer mode after 7 seconds from when the In Use Indicator goes out.
And the unit will announce the day and time.

Note
If you pause for over 2 seconds while recording, a beep will sound 6 times and the unit will announce ***"Please record your Outgoing message again."***. If this happens, wait until the In Use Indicator goes out and start with step 1 again.

Prior to Leaving

The unit will automatically set to the Answer mode by simply pushing the Answer System On/Off Switch.
When the telephone rings, the unit will play back the OGM, then it will record the Caller's messages and the time and day of the message will be recorded on the ICM tape.

Preparation

After reviewing the Outgoing or Incoming message the unit will automatically reset itself to the Answer mode and will be ready to answer the next call.

After reviewing, the LC-Display will show "0".

- To record future messages after the last message.
  - **Leave the unit as it is.**
- To record future messages from the beginning of the tape.
  - Push the **REW** button.

- If you use a new ICM tape or record future messages from the beginning of the tape, push the REW button.
- Confirm that the Answer Indicator light is on and that the LC-Display shows "0".
- If you do not want to set the unit to the Answer mode, set the Answer System On/Off Switch to off.

Listening to Messages

When an Incoming message (ICM) has been recorded, the LC-Display will show the number of calls and the Answer Indicator will flash. In the case of a power interruption, the LC-Display will show "--" after the power is restored.

To Listen to Messages

- Push the "Playback/Pause" button to listen to the recorded messages.

Auto-Logic (One Touch Operation)

The unit will announce the number of messages received and the ICM tape will automatically rewind and begin to play back. At the end of all the messages "***End of final message***" will be heard. 7 seconds after "End of final message" is announced the unit will reset back to the Answer mode.

- The unit will announce the time and day when the Incoming message was recorded.
- **Future Incoming messages will be recorded after the last message.**
  To record from the beginning of the tape, push the Rewind button.

- To stop the tape temporarily, push the Playback/Pause button. (The In Use Indicator will flash.)
  To restart, push it again.
- Push → REW to rewind the tape.
- Push → FF to fast forward the tape.

Voice Time/Day Stamp

When the messages are received, a voice synthesized announcement of the time and day will be recorded on the ICM tape after recording message.

Other Features

Monitoring an Incoming Call

While an Incoming call is being recorded, you can hear it.

1 Adjust the Volume Control.

To talk to the caller directly during recording of the Incoming call, lift the handset.

- The ICM tape will stop after recording the synthesized voice of time and day.

Recording a Conversation (2-Way Recording)

IMPORTANT: Please ensure that you have programmed the unit for this function. (See "preparation" on page 4.)

1 Confirm the Answer System On/Off Switch is set to On.

- The Power Indicator light is on.

2 While having a conversation,

Push MEMO/2WAY until a beep sound is heard.

- A beep will sound every 15 seconds.

3 When you finish recording,

Push MEMO/2WAY again.

Message Memo

You may record a confidential message any time at home on the ICM tape.

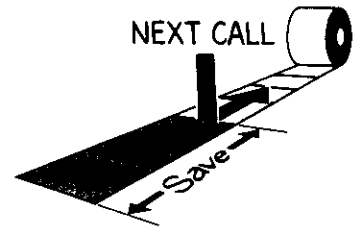
1 Push MEMO/2WAY until a beep sound is heard.

2 Speak into the MIC.

3 When finished, Push MEMO/2WAY.

- The unit will be ready to answer the next call.

Saving the Recorded Messages



1 Play back the tape to the message you want to save.

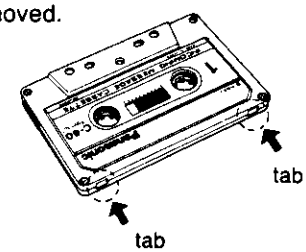
2 PLAYBACK/PAUSE + REW

- Push "PLAYBACK/PAUSE" and "REW" button simultaneously.
- The unit will go into the Answer mode and future Incoming messages will be recorded after the messages you have saved.

Erasing the Recorded Messages

REC + REW or REC + FF

- Push "REC" button, while holding it, push "FF" or "REW" button until a beep sound is heard.
- The messages are erased while rewinding or fast forwarding.
- The cassette can be erased at high speed even if the record-prevention (knock-out) tabs have been removed.



Answering Machine

How to Operate from Remote Phone

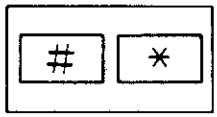
You can retrieve the recorded Incoming messages from a remote location using a tone telephone.
Remote operation is simplified by **a synthesized voice** that offers you options over the telephone.

To Store the Remote Code Number

Before operation, choose a one-digit through three-digit remote code number and store it in memory.

Example: 358
Be sure the handset is on the cradle and the SP-PHONE button is off.

PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON



PUSH "# *" FOR INITIAL SETTING

PUSH "358"

PUSH "MEMORY"

PUSH "PROG"

- You can set it from "1" to "999". (ex. 3, 12, 345, 023, 005)
- **Do not use No. 7 as Code No.**
- If you notice an error during programming, you must push the "PROG" button and then repeat above procedure.
- The Quick Reference Card (spare) for tone remote control can be found on page 2.

Remote Synthesized Voice Instruction (Voice Menu)

The synthesized voice will give you the direction how to operate your unit from a remote location using a tone telephone.
You can easily play back the received messages, re-record the OGM, or record "Marker Message" etc., according to the "Voice Menu" without any manuals.
To operate the unit directly skipping the order of the Voice Menu, see page 19.

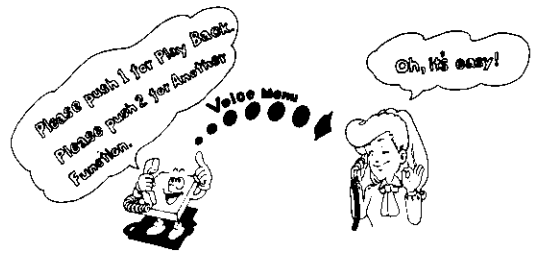
Example:
Playing back the received messages.

1) Call your unit.

2) Push your **Remote Code No.** firmly during the OGM playback.
   - The voice will tell you how many messages you have received.

3) After 5 seconds, the voice will say; ***"Please push 1 for Play Back. Please push 2 for another function".***

4) Push the "1" to play back the received messages.
   - The unit will play back all the recorded messages.



How to Operate from Remote Phone (cont.

Remote Synthesized Voice Instruction (cont.)

Play Back

The unit will rewind the tape even if the tape is full and play back all the recorded messages.

Note:
During remote operation, the tape will be stopped and then 2 beeps will be heard in the following conditions:
- 2 minutes 40 seconds after your unit answered.
- Every 2 minutes 40 seconds after pushing the command button.

To hear further messages, push the "8" (Continue Button) within 10 seconds of the 2 beeps.

- After the last message, the voice will say; ***"End of final message."***.
- If you want to operate in succession, wait for 5 seconds. The unit will re-start Voice Menu from the beginning.
- If ***"End of tape"*** is announced, the ICM tape is nearly full.

Memory Play Back

The unit will play back the newly recorded messages.

Reset

The unit will rewind the tape to the beginning.

Marker Message

You can leave your index message on the ICM tape.

1) Start to talk right after ***"Marker Message"*** is announced.
2) When finished, hang up.

Recording OGM

You can re-record the OGM remotely.
The voice will say;
"Please push 7 to start. Please push 9 to end.".
1) Push the "7".
   - Short beeps will be heard continuously until the OGM tape has reset and then a long beep will be heard.
2) Speak clearly and loudly after the long beep.
3) When finished, push the "9".
   - The new Outgoing message will be play back. So you can check or amend it.
   - If you pause for over 2 seconds while recording, the unit will sound 6 beeps and announce ***"Please record your Outgoing message again."***.
     If this happens, repeat from step 1.

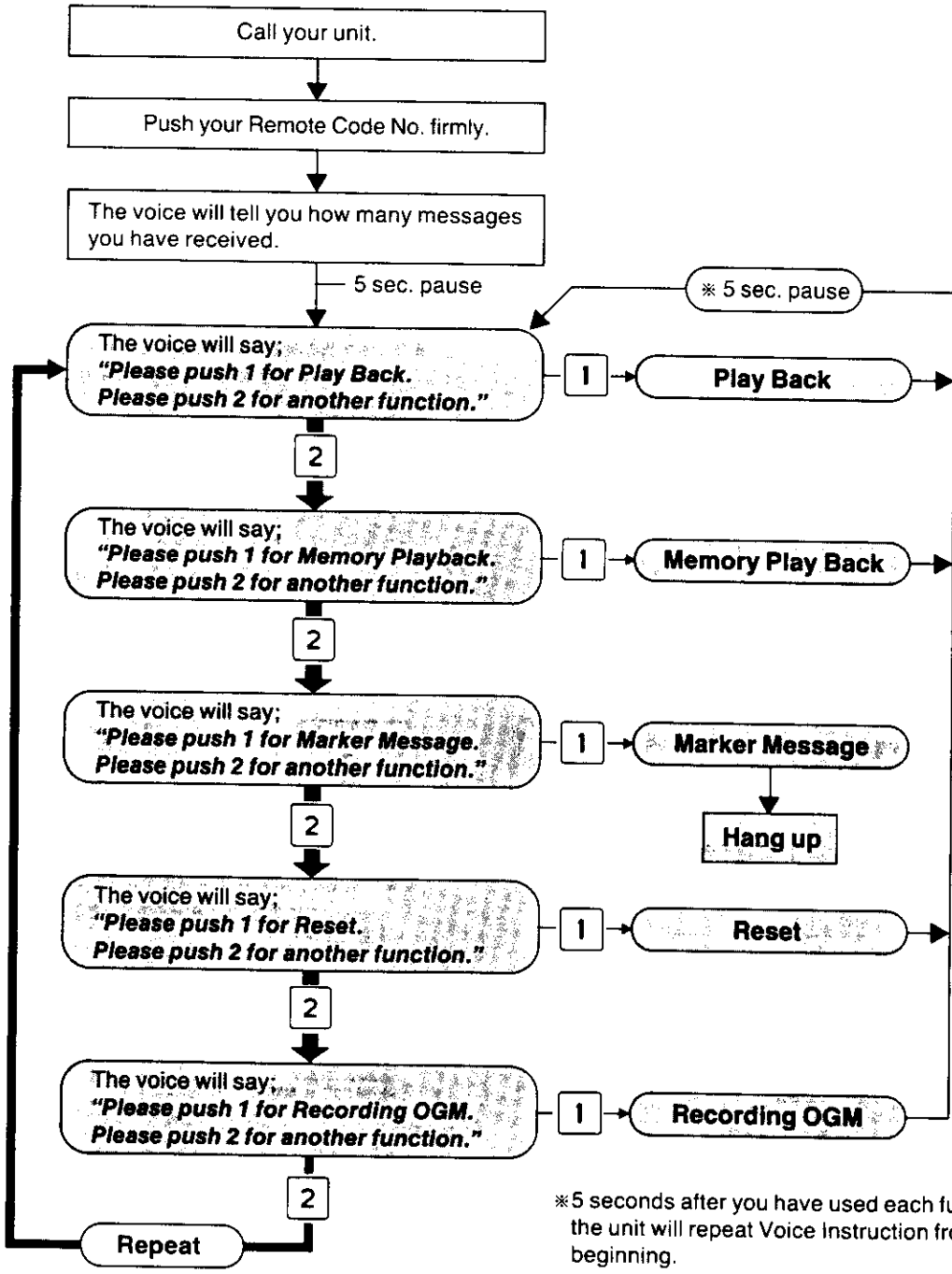
To rewind/fast forward/reset during playback

Push the "9" while messages are being played, the voice will say;
"Please push 1 for Back Space, 2 for Skip, 3 for Reset."

Push "1" or "2":
- The tape will rewind or skip forward for approximately 15 seconds corresponding to playback time.

Push "3":
- The unit will rewind the tape to the beginning.

***You may hang up at any time and the unit will automatically go into the Answer mode.**
If you hang up without "Resetting", future Incoming messages will be recorded after the last message.



※5 seconds after you have used each function, the unit will repeat Voice Instruction from the beginning.

How to Operate from Remote Phone
(cont.)

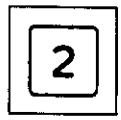
Direct Remote Operation

You can also retrieve the recorded messages and control the unit by the direct remote operation regardless of the Voice Menu.

If you don't push any button, the unit will enter into Voice Menu mode.

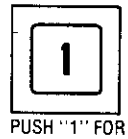
Skip Forward and Back Space

While Incoming messages are being played back;



PUSH "2" FOR SKIP FORWARD

or



PUSH "1" FOR BACK SPACE

- The tape will skip forward or rewind for approximately 15 seconds corresponding to playback time.

Memory Playback

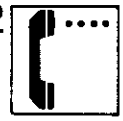
When you have already heard the messages from a remote phone, you can skip them and listen to the newly recorded messages.

1

CALL YOUR UNIT

PUSH CODE NO. DURING OGM

2


HEAR THE BEEP TONES

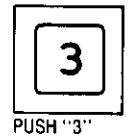
PUSH "4"

- The number of the received messages will be announced.
- The unit will play back the new messages.
- Even during the playback of previously heard messages, you can skip them by pushing the "4".

Remote Reset

To record the new messages from the beginning of the tape.

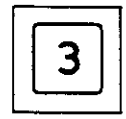
■ **After the recorded messages are played back or while they are playing back;**



PUSH "3"

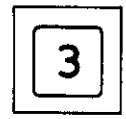
- The unit will rewind to the beginning of the tape.

■ **After you have used the Memory Playback;**



PUSH "3"

- The unit will rewind to the beginning of the newly recorded messages and a beep will be heard.



PUSH "3" AGAIN

- Push the "3" again to go to the beginning of the tape.
- The unit will rewind to the beginning of the tape.

■ **To cancel**

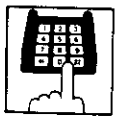
Push the "2" after a beep is heard.

Answering Machine

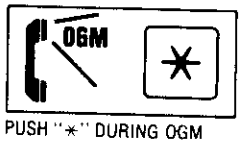
OGM Skip for Recording ICM

If you or your friend do not want to hear the Outgoing message, the machine can be switched directly to the Incoming message mode.

1



CALL YOUR UNIT



PUSH "*" DURING OGM

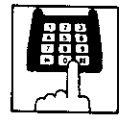
2 Speak clearly and loudly after you hear the long beep to record the Incoming message.

You can leave your message on the tape by using the OGM Skip procedure even if you have set the Recording time to "Announce". At this time, you have 1 minute to leave your message.

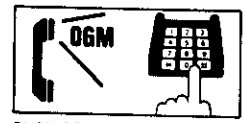
To Change the Outgoing Message

You can re-record the Outgoing Message.

1



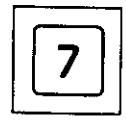
CALL YOUR UNIT



PUSH CODE NO. DURING OGM

2

HEAR THE ANNOUNCEMENT



PUSH "7"

- The number of the received messages will be announced.
- After pushing the "7", short beeps will be heard continuously until the OGM tape has reset and then a long beep will be heard.

3 Speak clearly and loudly after you hear the long beep.

4

PUSH "9"

- The new Outgoing Message will be played back. So you can check or amend it.

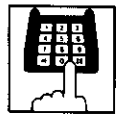
If you pause for over 2 seconds while recording, you will hear series of warning tones (6 beeps) and the announcement of ***"please record your OGM again"***. If this happens, start with the step 2.

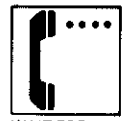
How to Operate from Remote Phone (cont.)

To Set/Cancel the Answer Mode

This function allows you to set or cancel the Answer mode from a remote phone.

■ **To set**


CALL YOUR UNIT

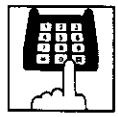

WAIT FOR 20 RINGS

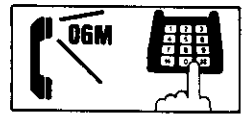
OGM WILL BE HEARD

- The unit will play back the Outgoing message and you may hang up.
- The unit will be ready to answer the next phone call.

■ **To cancel**

1

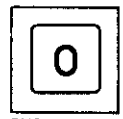

CALL YOUR UNIT



PUSH CODE NO. DURING OGM

2

HEAR THE ANNOUNCEMENT



PUSH "0"

- The number of the received messages will be announced.
- The unit will not pick up any call.

Notes:

- In some areas, a remote tone phone may not function due to telephone line conditions such as line noise, echo, etc.
- The unit may not respond if a push tone telephone produces tones that are too short to activate.

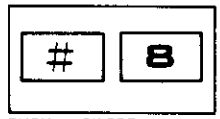
How to Adjust Day and Time

Be sure the handset is on the cradle and the SP-PHONE button is off.

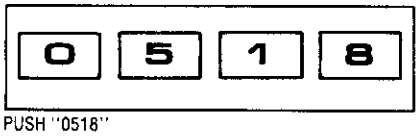
To Adjust Day and Time

Example: 5:18 PM

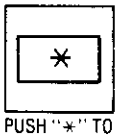
PUSH "PROG" UNTIL MEMORY INDICATOR LIGHT IS ON



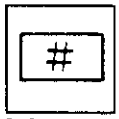
PUSH "#8" FOR INITIAL SETTING



PUSH "0518"



PUSH "*" TO ADJUST AM/PM



PUSH "#" LIGHTLY TO ADJUST DAY

PUSH "MEMORY"

PUSH "PROG"

- The unit will announce the day and time.
- Press the buttons continuously. If you pause for over 30 seconds, the previous time will be displayed.

■ **To confirm:**
Push the Announce button to confirm the setting.
- The unit will announce the day and time.

- Push "#" button for changing day.
- Push "*" button for changing AM/PM.
- **You may push "#" or "*" at the desired point of adjusting the time.**
- The entered time will shift to left according to pushing the Dialling button.

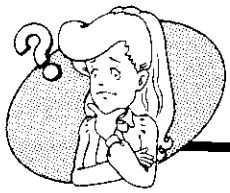
- The Memory button must be pushed according to the time signal to set the 0 seconds.
- The Accuracy of the clock will be approximately ±45 seconds a month at 0°C to 40°C of room temperature.
- The programmed time can be stored up to about 3 hours during a power failure.

Liquid Crystal Display

Display Type	When the display shows
AM 10:30 (Real Time)	•When you set the Power Switch to "OFF".
OGM 0 25 (Tape Timer)	•While you are recording or playing back the Outgoing message. **example:** "25" means 25 seconds elapsed.
MESSAGE 12 (Message Counter)	Recording Time is set to "**1 MIN** or **VOX**". The display will show the number of recorded messages. (up to 59)
CALL 18 (Call Counter)	Recording Time: **ANNOUNCE ONLY** The display shows the number of calls received. (up to 59)
E rr (Error)	•When the OGM tape is broken or not inserted. •When there is more than a 2-second pause in the recording of the OGM.
- -	•After plugging the AC Adaptor into the unit at the initial use. •When power is restored after a power interruption.
L.UL or A0	When setting the Recording Time
L.2.3 or 4	When setting the Number of Rings (L means LONG ring.)

Announcements by the Unit

Announcement Type	When the announcement is said
Monday seven o'clock AM Sunday twelve o'clock PM Wednesday six fifteen PM	Display shows AM 7:00 PM 12:00 PM 6:15 •When you push the Announce button.
Number of messages received twelve (12 messages are recorded.)	•When you push the Playback button. •When you push your Code No. on a remote phone for your remote operation.

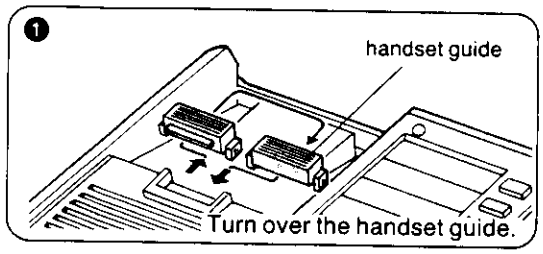


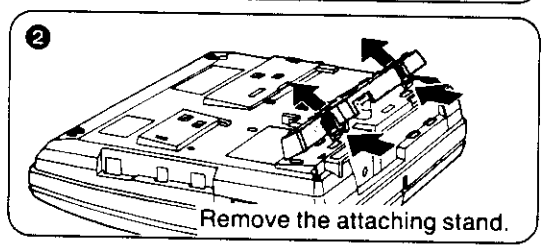
Troubleshooting Guide

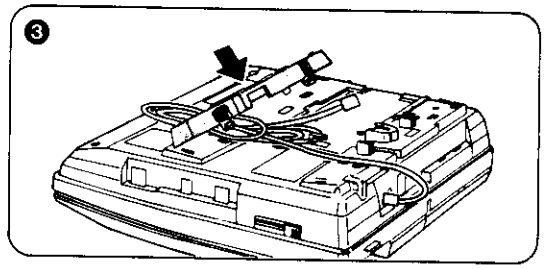
Problem	Cause & Remedy
The unit does not work when I push any buttons. I cannot remove the cassette from the unit.	Plug in the AC adaptor again. Push the Answer System On/Off Switch on.
The unit has been set to the Answer mode, but no incoming messages are recorded.	The OGM or ICM tape is not inserted.
While recording an Outgoing message, a beep sounds 6 times.	Re-record your Outgoing message. Speak clearly and loudly, and do not pause for over 2 seconds while recording.
When the tape is played back, the sound level is low, even if the Volume Control is turned up fully.	Clean the heads. (See "Maintenance" on the back cover.)
I push the button of a remote phone, but the unit does not respond.	Make sure that you are entering your own code number. Re-record the Outgoing message in a quiet place.
From a remote phone: The line shuts off during remote operation using Voice Menu.	Push the "1" or "2" within 10 seconds of hearing "Please push 1 for .....Please push 2 for another function".
The function of "Voice Memo Check" does not function.	Push the Memory button instead of pushing the Secret Memory button when storing.
During remote operation the tape stops and 2 beeps are heard.	Push "8" button within 10 seconds of 2 beeps. (See page 17.)
Some incoming messages are interrupted.	Your callers paused for more than 4 seconds while leaving their messages.

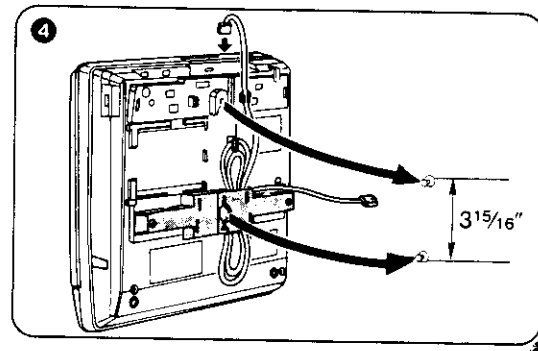
Wall Mounting

The unit can be mounted on the wall utilizing the screws provided.

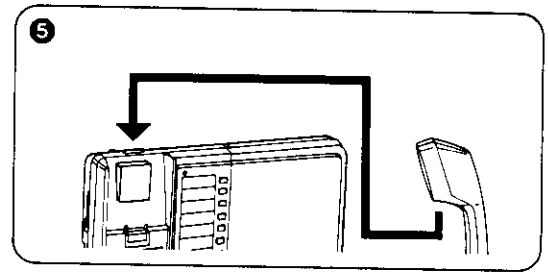








To temporarily place the handset down during a conversation, hook as shown.



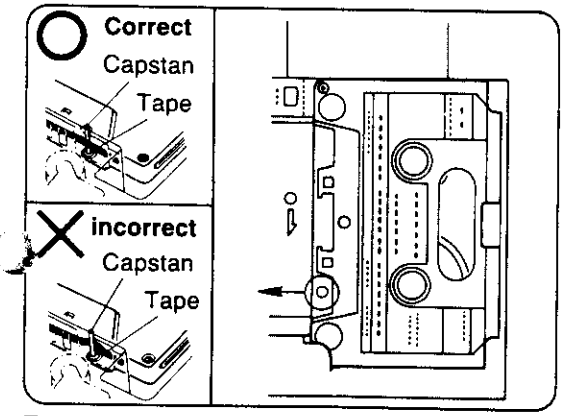
3 15/16 inches

Cassette Tapes

- For optimum sound quality and performance, we recommend you to **replace the OGM and the ICM cassette tapes every six months** and to **re-record the outgoing message every three months** supposing that the unit answers calls about ten times every day.
- Never place cassette tape near a magnetic source, such as a magnet or a TV set, because this will affect tape quality.

Endless Cassette Tape (KX-C030) for Outgoing Message

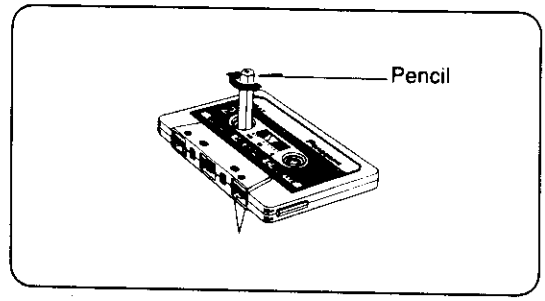
- A sensing foil (silver) is attached to the endless tape. If the sensing foil does not contact the sensing switch, the endless tape cannot stop automatically. Replace it with a new Panasonic endless cassette tape (KX-C030).
- Observe carefully that the tape and capstan are located as shown below, and insert the endless tape into the machine.



The following endless cassette tapes can also be used with this unit:
- KX-C010 • KX-C020

Cassette Tape (C-60) for Incoming Messages

- Should the Incoming Message cassette tape break or become worn, replace it with a high quality "NORMAL" tape. Use Panasonic (C-30, C-60, C-90), or other high quality tape. Metal or chrome tape cannot be used.
- Slack in the tape can be tightened by rotating the tape reel with a pencil, as shown:



- Do not use C-120 tape to prevent the tape from sticking.

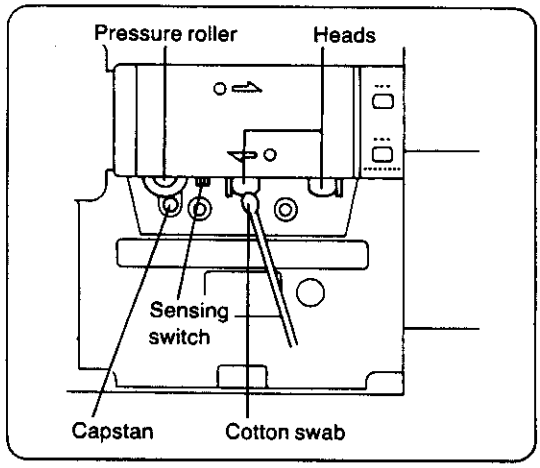
Maintenance

Because the head and capstan assemblies are in contact with the tape, dirt and residue from the tape can easily adhere to these parts, causing distortion. These parts should be cleaned periodically in the manner described below:

- Disconnect the telephone cord from the socket before cleaning.
- **Clean the head surfaces, sensing switch, pressure rollers and capstans with a cotton swab.**
  If these surfaces are extremely dirty, dampen the cotton swab with alcohol.

Notes:

- Do not bring magnetic or metal objects, such as a screwdriver, near the head assemblies, as such objects could magnetize the heads.
- Do not oil any part of the unit.



Others

- If there is any trouble, disconnect the unit from the telephone line and connect a known working phone. If the known working phone operates properly, return your unit to your supplier for repair. If the known working phone does not operate properly, contact your telephone company.
- Do not use benzine, thinner, or similar solvents. Do not use abrasive powder to clean the cabinet. Wipe it with a soft cloth.
- Keep the unit away from heating appliances and electrical noise generating devices such as fluorescent lamps, motors and television. These noise sources can interfere with the performance of the EASA-PHONE.
- This unit and the cassette tapes should be kept free of dust, moisture, high temperature and vibration, and should not be exposed to direct sunlight.
- Never attempt to insert wires, pins, etc. into the vents or other holes of this unit.

Matsushita Electric Industrial Co., Ltd.
Central P.O. Box 288, Osaka 530-91, Japan

Printed in Japan

PQQX6046ZA F0190N0 (XNZ)